

The powers and duties of the Council relating to its functions as the Licensing Authority under the Licensing Act 2003 are delegated to the Licensing Committee, or otherwise as set out below, save that approval of the Council's Statement of Licensing Policy and Statement of Gambling Policy and any amendments to or revision thereof shall be carried out by the Full Council.

Licensing Sub-Committee Membership - The Sub-Committee will consist of the following Members from whom three Members will be called upon to determine any given application. The quorum of the Sub-Committee will, therefore, be three.

Membership: 15 Members

Functions of the Licensing Committee under the Licensing Act 2003

Delegation of Functions to the Licensing Sub-Committee (concurrently with the Licensing Committee)

Delegation of Functions (concurrently with the Licensing Committee and Licensing Sub-Committee)

(69) The power to license the sale and supply of alcohol, entertainment and late night refreshment as set out in the Licensing Act 2003.

(70) Determination of applications for personal licences.

Determination of applications for personal licences where representations have been made in respect of that application.

The following functions are delegated to the Head of Community Services

- (a) The determination of applications for personal licences where no representations have been made.
- (b) The determination of applications for personal licences where representations have been made but all parties, including the applicant and the maker(s) of the representation(s) agree to the determination of the application by the Head of Community Services

Determination of applications for personal licences made by persons with unspent conviction(s)

Functions of the Licensing Committee under the Licensing Act 2003

(71) Determination of applications for premises licences/ club premises certificates.

(72) Determination of applications for provisional statements.

Delegation of Functions to the Licensing Sub-Committee (concurrently with the Licensing Committee)

Determination of applications for premises licences/ club premises certificates where representations have been made in respect of that application.

Determination of applications for provisional statements where representations have been made in respect of that application.

Delegation of Functions (concurrently with the Licensing Committee and Licensing Sub-Committee)

The following functions are designated to the Head of Community Services

- (a) Determination of applications for premises licences/club premises certificates if no representations have been made.
- (b) The determination of applications for premises licences/ club premises certificates where representations have been made but all parties, including the applicant and the maker(s) of the representation(s) agree to the determination of the application by the Head of Community Services.

The following functions are delegated to the Head of Community Services

- (a) Determination of applications for provisional statements if no representations have been made in respect of that application.
- (b) The determination of applications for provisional statements where representations have been made but all parties, including the applicant and the maker(s) of the representation(s) agree to the determination of the application by the Head of Community Services.

Functions of the Licensing Committee under the Licensing Act 2003

(73) Determination of applications to vary premises licences/club premises certificates including applications for minor variations to premises licences/club premises certificates.

(74) Power to require the provision of sanitary appliances at places of entertainment under S 20 of the Local Government (Miscellaneous Provisions) Act 1976

Delegation of Functions to the Licensing Sub-Committee (concurrently with the Licensing Committee)

Determination of applications to vary premises licences/club premises certificates if representations have been made in respect of the application.

Delegation of Functions (concurrently with the Licensing Committee and Licensing Sub-Committee)

The following functions are delegated to the Head of Community Services

- (a) Determination of applications to vary premises licences/club premises certificates where no representations have been made in respect of that application.
- (b) The determination of applications to vary premises licences/club premises certificates where representations have been made but all parties, including the applicant and the maker(s) of the representation(s) agree to the determination of the application by the Head of Community Services.
- (c) The determination of applications for minor variations to premises licences (in accordance with Section 41B of the Licensing Act 2003), and the determination of applications for minor variations to club premises certificates (in accordance with Section 86B of the Licensing Act 2003).

The following function is delegated to the Head of Community Services

Power to require the provision of sanitary appliances at places of entertainment under Section 20 of the Local Government (Miscellaneous Provisions) Act 1976

Functions of the Licensing Committee under the Licensing Act 2003

Delegation of Functions to the Licensing Sub-Committee (concurrently with the Licensing Committee)

Delegation of Functions (concurrently with the Licensing Committee and Licensing Sub-Committee)

- (75) Determination of applications to vary a Designated Premises Supervisor where a representation has been made by the Chief Officer of Police in respect of the application.
- (76) Determination of requests to remove a designated personal licence holder's name from a premises licence or club premises certificate.
- (77) Determination of applications for transfer of premises licences where representations have been made by the Chief Police Officer in respect of the application.
- (78) Determination of applications for Interim Authority where representations have been made by the Chief Police Officer in respect of the application.

The following function is delegated to the Head of Community Services
Determination of all applications to vary a Designated Premises Supervisor EXCEPT where a representation has been made by the Chief Officer of Police in respect of the application (such applications to be determined by the Licensing Committee).

The following function is delegated to the Head of Community Services
Determination of requests to remove a designated personal licence holder's name from a premises licence or club premises certificate.

The following function is delegated to the Head of Community Services
Determination of all applications for transfer of premises licence EXCEPT where representations have been made by the Chief Police Officer in respect of the application (such applications to be determined by the Licensing Committee).

The following function is delegated to the Head of Community Services
Determination of all applications for Interim Authority EXCEPT where representations have been made by the Chief Police Officer in respect of the application (such

Functions of the Licensing Committee under the Licensing Act 2003

Delegation of Functions to the Licensing Sub-Committee (concurrently with the Licensing Committee)

Delegation of Functions (concurrently with the Licensing Committee and Licensing Sub-Committee)

(79) Determination of applications to review premises licences/club premises certificates.

Determination of applications to review premises licences/club premises certificates.

applications to be determined by the Licensing Committee).

(80) Decisions on whether a complaint is irrelevant, frivolous, vexatious, etc.

The following function is delegated to the Head of Community Services in accordance with the Act and the appropriate guidance
Decisions on whether a complaint is irrelevant, frivolous, vexatious, etc. in accordance with the Licensing Act 2003 and the appropriate guidance.

(81) Decision to object to an application made under the Licensing Act 2003 when the local authority is a consultee and not the lead authority.

The following function is delegated to the Head of Community Services
Decision to object to an application made under the Licensing Act 2003 when the local authority is a consultee and not the lead authority.

(82) Determination of the appropriate responses to temporary event notices where representations have been made by a relevant person in respect of that notice, and issue a counter notice if such a counter notice is found to be necessary.

Determination of the appropriate responses to temporary event notices where representations have been made by a relevant person in respect of that notice, and issue a counter notice if such a counter notice is found to be necessary.

Functions of the Licensing Committee under the Licensing Act 2003

- (83) Determination as to whether a simple caution is the appropriate course of action in respect of offences under the Licensing Act 2003.
- (84) Simple cautioning as an alternative to prosecution in respect of offences arising from the Licensing Act 2003.
- (85) The instigation or defence of, or participation in, any civil or criminal legal proceedings necessary or appropriate to the exercise and/or fulfilment of any other Council's powers, duties and functions under the Licensing Act 2003.
- (86) Instruction of any other local authority to act as agents on behalf of the Council under the provisions of Section 101 of the Local Government Act 1972 in connection with the powers conferred above.

Delegation of Functions to the Licensing Sub-Committee (concurrently with the Licensing Committee)

Delegation of Functions (concurrently with the Licensing Committee and Licensing Sub-Committee)

The following function is delegated to the Head of Community Services in consultation with the Head of Legal, Democracy and HR
Determination as to whether a simple caution is the appropriate course of action in respect of offences under the Licensing Act 2003.

The following function is delegated to the Head of Community Services
Simple cautioning as an alternative to prosecution in respect of offences arising from the Licensing Act 2003.

The following function is delegated to the Head of Legal, Democracy and HR
The instigation or defence of, or participation in, any civil or criminal legal proceedings necessary or appropriate to the exercise and/or fulfilment of any other Council's powers, duties and functions under the Licensing Act 2003.

The following function is delegated to the Head of Legal, Democracy and HR
Instruction of any other local authority to act as agents on behalf of the Council under the provisions of Section 101 of the Local Government Act 1972 in connection with the powers conferred above.

Functions of the Licensing Committee under the Licensing Act 2003

Delegation of Functions to the Licensing Sub-Committee (concurrently with the Licensing Committee)

Delegation of Functions (concurrently with the Licensing Committee and Licensing Sub-Committee)

(87) Service of all statutory notices under the Licensing Act 2003.

The following function is delegated to the Head of Community Services
Service of all statutory notices under the Licensing Act 2003.

(88) The service of a counter notice under Section 107 of the Licensing Act 2003 in response to a temporary event notice where the permitted limits have been exceeded.

The service of a counter notice under Section 107 of the Licensing Act 2003 in response to a temporary event notice where the permitted limits have been exceeded.

That the following function should be delegated to the Head of Community Services after consultation with the Chair of the Licensing Committee
The service of a counter notice under Section 107 of the Licensing Act 2003 in response to a temporary event notice where the permitted limits have been exceeded.

(89) In respect of applications made under the Licensing Act, 2003, to act as a signatory to licences granted under delegated powers by the Licensing Committee, the Licensing Sub-Committee or officers.

The following function is delegated to the Head of Community Services
In respect of applications made under the Licensing Act, 2003, to act as a signatory to licences granted under delegated powers by the Licensing Committee, the Licensing Sub-Committee or officers.

(90) Designation of an authorised officer

Power to designate an officer as an authorised officer under Part 3 Section 13(2) of the Licensing Act 2003.

The following function is delegated to the Head of Community Services
Power to designate an officer as an authorised officer under Part 3 Section 13(2) of the Licensing Act 2003.

(91) Power to extend a time limit provided for in the Licensing Act

Power to extend a time limit provided for in the Licensing Act 2003 (Hearings)

The following function is delegated to the Head of Legal, Democracy and HR

Functions of the Licensing Committee under the Licensing Act 2003

2003 (Hearings) Regulations 2005 in accordance with Regulation 11

(92) Power to suspend or revoke a personal licence in accordance with the provisions of s132A of the Licensing Act 2003.

(93) Power to take all decisions and actions under section 132A (other than that of suspending or revoking a licence) including: whether to refer a personal licence holder to a Licensing Sub-Committee, and giving notice to a licence holder under section 132A(4).

Delegation of Functions to the Licensing Sub-Committee (concurrently with the Licensing Committee)

Regulations 2005 in accordance with Regulation 11

Power to suspend or revoke a personal licence in accordance with the provisions of s132A of the Licensing Act 2003.

Delegation of Functions (concurrently with the Licensing Committee and Licensing Sub-Committee)

Power to extend a time limit provided for in the Licensing Act 2003 (Hearings) Regulations 2005 in accordance with Regulation 11, where the Head of Service considers it to be in the public interest to do so.

The following function is delegated to the Head of Community Services

Power to take all decisions and actions under section 132A (other than that of suspending or revoking a licence) including: whether to refer a personal licence holder to a Licensing Sub-Committee, and giving notice to a licence holder under section 132A(4).